

**STATE OF HAWAII  
REQUEST FOR SOLE SOURCE**

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STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DOH/FHSD/CSHNB/NEWBORN METABOLIC SCREENING PROGRAM  
(Department/Division/Agency)

Pursuant to §103D-306, HRS, and Subchapter 9, Chapter 3-122, HAR, the Department requests sole source approval to purchase the following:

**Description of goods, services, or construction:**

Overnight express mail service for newborn dried blood specimens from 13 birthing facilities in Hawaii to the Oregon State Public Health Laboratory, which is Hawaii's contracted newborn screening testing laboratory in Portland, Oregon. Each year, the Newborn Metabolic Screening Program transports approximately 3,500 packages containing over 17,500 samples from almost every baby born in this state. These dried blood specimens and the accompanying patient information is time sensitive and confidential. It is important that these specimens not be delayed, misplaced, or lost. Timely screening tests performed on the blood specimens are essential to ensure early medical detection of thirty-one disorders that can cause mental and growth retardation, severe illness and even death, if not treated early in the newborn period.

<b>Name of vendor:</b> Federal Express Corporation  <b>Address:</b> 129 Pohakulana Place Honolulu, HI 96819	<b>Cost:</b>  \$17.00 for each standard overnight letter envelope (approximately 3,500 envelopes per year)
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<b>Term of Contract:</b>  <b>From:</b> July 1, 2004 <b>To:</b> June 30, 2005	<b>Prior Sole Source Reference No.:</b>  03-64-J
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**The goods, services, or construction has the following unique features, characteristics, or capabilities:**

1. Only mail service with guaranteed overnight delivery from all the islands.
2. Provides tracking software so that the Newborn Metabolic Screening can track pick-ups and deliveries.

**How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work:**

1. The overnight delivery of the dried blood spot specimens to the newborn screening testing laboratory is essential to provide early diagnosis and treatment of newborns for thirty-one disorders which can cause mental and growth retardation, serious medical complications, and even death, if not detected and treated early in the newborn period.
2. Given the importance of the dried blood specimens, package tracking capabilities are essential to monitor transit times and locate the packages.

The following other possible sources for the goods, services, or construction were investigated but do not meet our needs because:

1. United Parcel Service: No overnight delivery available.
2. U.S. Postal Service: No overnight delivery guaranteed. No tracking capability.
3. Aero Couriers: No overnight delivery guaranteed since they depend on independent airline carriers. Do not have own tracking system. They track the packages based on the independent airline carriers. Do not have own nationwide personnel, delivery trucks, or planes. They use independent taxis to transport the packages from the birthing facilities to the airport and from the airport to the laboratory. Having multiple independent contractors increases the risk of losing a package and decreases assurances of confidentiality.

Direct Questions to: Christine A. Matsumoto

Phone: 733-9069

I certify that the information provided above is to the best of my knowledge, true, correct and that the goods, services, or construction are available through only one source.

For *Janet K. Talbot* APR 13 2004  
Department/Agency Head Date

Deputy Director of Health  
Title (If other than Department/Agency Head)

Chief, Procurement Officer's Comments:

Please ensure adherence to applicable administrative and statutory requirements.

Expenditure may be processed through a purchase order: Yes \_\_\_ No \_\_\_. If no, a current contract must be executed and funds certified.

☒ Approved

☐ Denied

*Adrian D. Taylor* 4/26/04  
Chief Procurement Officer Date

**STATE OF HAWAII  
NOTICE OF SOLE SOURCE**

The Chief Procurement Officer is in the process of reviewing the request from the Department of Health for the sole source purchase of the following goods, services, or construction:

Overnight express mail service for newborn dried blood specimens from 13 birthing facilities in Hawaii to the Oregon State Public Health Laboratory, which is Hawaii's contracted newborn screening testing laboratory in Portland, Oregon. Each year, the Newborn Metabolic Screening Program transports approximately 3,500 packages containing over 17,500 samples from every baby born in this state. These dried blood specimens and the accompanying patient information is time sensitive and confidential. It is important that these specimens not be delayed, misplaced, or lost. Timely screening tests performed on these blood specimens are essential to ensure early medical detection of thirty-one disorders that can cause mental and growth retardation, severe illness and even death, if not treated early in the newborn period.

**Vendor:** Federal Express Corporation

**Address:** 129 Pohakulana Place  
Honolulu, HI 96819

**Term of Contract:** From: July 1, 2004 To: June 30, 2005

**Cost:** \$17.00 for each standard overnight letter envelope (approximately 3,500 envelopes per year)

**Direct any inquiries to:**

Department: Health

Contact Name/Title: Christine A. Matsumoto, R.N., M.P.H.  
Newborn Metabolic Screening Program Coordinator

Address: 741 Sunset Avenue, Honolulu, Hawaii 96816

Phone Number:  
(808) 733-9069

Fax Number:  
(808) 733-9071

A copy of this notice of sole source shall be posted by the Chief Procurement Officer and the purchasing agency in an area accessible to the public, at least seven calendar days prior to any approval action.

Submit written objections to this notice to issue a sole source contract within seven calendar days from the date this notice was posted to:

Chief Procurement Officer  
Office/Agency: State Procurement Office  
Address: 1151 Punchbowl St. Rm. 230-A, Honolulu, HI 96813

Date Notice Posted April 16, 2004

SS Number: 04-61-M